

VILLAGE OF BREWSTER
BOARD OF TRUSTEES
6 JANUARY 2021
7:30 P.M.
REGULAR MEETING
DRAFT MINUTES

The Board of Trustees of the Village of Brewster is holding a virtual meeting at 7:30 PM, on January 6, 2021 through Zoom Meeting. The Meeting ID is 207 812 8623 and the phone number needed to call in is 1-929-205-6099.

Attendees:

Mayor:

Deputy Mayor and Trustee: Christine Piccini

Trustees; Mary Bryde, George Gaspar, Tom Boissonnault

Village Police Chief:

Village Engineer: Todd Atkinson

Village Counsel: Jennifer Herodes

Clerk & Treasurer: Michelle Chiudina

Deputy Clerk-Treasurer:

Absent:

James Schoenig

John Del Gardo

Gregory Folchetti

Donna Milazzo

Pledge to flag.

Regular Meeting

Deputy Mayor Piccini motions to open the regular meeting, Trustee Bryde 2nd all in favor 3 to 0.

Trustee Gaspar joins the meeting after the motion is approved.

1. Monthly Reports

- 1.1. Engineer's Reports for November and December, 2020. Mr. Todd Atkinson of Folchetti & Associates, delivers the November and December, 2020 Engineer's Report. Mr. Atkinson reminds the Board of a previous discussion regarding the DEP building a headquarters on the BOS land development, which is off of Palmer Road. Trustee Bryde asks about the activities scheduled under the EPA Stormwater Phase II of the report. Mr. Atkinson states that these activities are ongoing and are continued maintenance to the facility. Mr. Atkinson also reminds the Board that himself and Mayor Schoenig met with John Lord and Judy Terlizzi of the Putnam County Land Trust and had volunteers clean up the Tonetta Retrofit. There was also a discussion of possibly having the Putnam County Land Trust maintaining the catch basins, at the Tonetta Brook and Wells Brook and possibly the plantings in those areas. Deputy Mayor Piccini motions to accept the Engineer's Reports for November and December, 2020, Trustee Bryde 2nd all in favor 4 to 0.
- 1.2. Zoning Board or Appeals Report. Deputy Mayor Piccini motions to accept a report of No Activity for the Zoning Board of Appeals, Trustee Boissonnault 2nd, all in favor 4 to 0.
- 1.3. DPW Report. Mr. Domenic Consentino, DPW Superintendent, delivers the DPW report. Mr. Consentino states that last year, the Village treated almost 63 million gallons of water. He continues stating that everything went well with first snow storm of the season, and he also received his first delivery of salt for the roads. Mr. Consentino explains that the Village is using a different contract for salt and saving about \$30 per ton of salt, which is locked in until August 2021. Deputy Mayor Piccini asks if Mr. Consentino is planning to pre-purchase salt for next season if this price is still the lowest available, and Mr. Consentino confirms this and explains the salt purchasing process that involve OGS Procurement Services for New York State. Trustee Gaspar asks about Mr. Consentino's purchasing habits for salt and Mr. Consentino states that he buys the minimum amount needed while still staying within the contract boundaries. Trustee Bryde would like to thank Mr. Consentino and the DPW laborers in clearing the roads in the Village. Mr. Consentino asks the Board if there is a solution for the Oak Street Private Driveway issue and Clerk Chiudina will speak with the Village Counsels regarding the issue. Deputy Mayor Piccini motions to accept the DPW report, Trustee Gaspar 2nd all in favor 4 to 0.
- 1.4. Planning Board Reports for November and December, 2020. Deputy Mayor Piccini would also like to motion to amend the agenda to move the Special Exception Use Permit for 861 Route 22, which is originally item #3, to the next item after the Planning Board Reports are discussed, Trustee Gaspar 2nd, all in favor 4 to 0. Mr. Richard Lowell,

Planning Board Chairman, emailed the Planning Board Reports for November and December, 2020 to the Board of Trustees and Clerk Chiudina explains them briefly. Deputy Mayor Piccini motions to accept the Planning Board Reports for November and December, 2020 as written, Trustee Gaspar 2nd all in favor 4 to 0.

2. Special Exception Use Permit - 861-869 Route 22. Deputy Mayor Piccini recalls the November 18, 2020 Public Hearing to allow for a Special Exception Use Permit in the B2 District that allows for mixed use buildings, which consist of commercial on the first floor and residential on the upper floors. The zone amendment was approved by the Board of Trustees pending the decision from the Planning Board, however, there was some confusion regarding what was being approved and the Planning Board gave the Board of Trustees a resolution allowing for 861 Route 22 to use a Special Exception Use Permit, but did not provide a recommendation regarding the allowance of the Special Exception Use Permit in the B2 District. Counsel Folchetti emailed the Board an outline as to what the next steps will be for this process. The Village Board and Village Counsel Herodes discuss the next steps in regards to the application process. Counsel Herodes suggests that the Board hold a Public Hearing on February 3, 2021 regarding the allowance of the Special Exception Use Permit for mixed use buildings, consisting of commercial on the first floor and residential on the upper floors, in the B2 District, to ensure the Board receives all of the recommendations necessary to make a decision. Deputy Mayor Piccini motions to refer the proposed amendment to the Zoning Code to the Village Planning Board, the Town of Southeast Planning Department and the Putnam County Planning Department, regarding allowing a Special Exception Use Permit that allows for a mixed use building to consist of commercial on the first floor and residential on the upper floors in the B2 district, Trustee Gaspar 2nd, all in favor 4 to 0. Deputy Mayor Piccini motions to hold a Public Hearing on February 3, 2021, at 7:30 PM or soon thereafter, presumably on Zoom, so long as the Executive Order pertaining to the Open Meeting Law is still in effect, to discuss the allowance of a Special Exception Use Permit for mixed use building, consisting of commercial on the first floor and residential on the upper floors, in the B2 District, Trustee Gaspar 2nd, all in favor 4 to 0.
3. Declare Obsolete and Authorize Disposal of Unused Police Vehicle. Clerk Chiudina explains that there are two vehicles at the Village Police Barracks, that are no longer in use, and there is interest in one of the vehicles to be purchased but the vehicles must first be declared obsolete so the Board can authorize the disposal of the vehicles. Trustee Bryde notes that there should be no lettering on the vehicles that says the Village of Brewster as well as anything in the cars that belongs to the Village of Brewster, and it should be removed. Trustee Gaspar motions to declare the unused vehicles, and authorize the disposal of these vehicles, so long as there is no indication that the vehicles are linked to the Village of Brewster, in regards to lettering on the vehicles, and there is no usable equipment in the vehicles, Trustee Boissonnault 2nd, all in favor 4 to 0.
4. Minutes for approval, December 16, 2020. Trustee Bryde motions to approve the minutes from the December 16, 2020 meeting, Deputy Mayor Piccini 2nd, all in favor 4 to 0.
5. Vouchers Payable – Trustee Bryde reviewed the vouchers and found everything in order.

5.1. A -	GENERAL FUND	\$118,485.01
5.2. C –	REFUSE & GARBAGE	21,231.82
5.3. F -	WATER FUND	33,355.21
5.4. G -	SEWER FUND	11,323.47
5.5. TA -	TRUST & AGENCY	2,276.10
Total Vouchers Payable		\$186,671.61
- Deputy Mayor Piccini accepts the Vouchers as written, Trustee Gaspar 2nd, all in favor 4 to 0.
6. Other Business
 - 6.1. Trustee Boissonnault asks Clerk Chiudina about the electricity set up for the Village Tree. Clerk Chiudina is expecting a call from the electrician to meet with her regarding the placement of the post for the electrical box and the outlet, which will hopefully be done next week. Clerk Chiudina notes that it was unfortunate that the Village wasn't able to get the electricity sooner and thanks those who donated, and mentions that the list of donors is on the Village website. Trustee Bryde asks when the flowers come down and Clerk Chiudina and Mr. Consentino are not sure when the flowers came down last year but will take them down when Trustee Bryde says.
 - 6.2. Deputy Mayor Piccini notes that the Board of Trustees donated personal funds to Mr. Kyle DeSantis for his Eagle Scout Project of placing banners on the poles in the Village of Brewster to honor local heroes, and mentions that she received a thank you note for the donation, and the other members of the Board state they received notes as well.
7. New Business – None.

8. Public Comment

- 8.1. Mr. John Lord wishes the Board a Happy New Year and asks if the Village has received alerts from the County in regards to those who are not abiding by Executive Orders to wear masks and to social distance and inquires on how the Village is handling these calls. Clerk Chiudina explains that the Village Office has only received one call on this and the Code Enforcement Officer has handled both of them. Trustee Bryde inquires about the call and Clerk Chiudina explained that the Health Department received a complaint about a local business not abiding by the Executive Orders and Code Enforcement Officers were asked to follow up on the issue. Deputy Mayor Piccini asks why Mr. Lord is asking this question and Mr. Lord states that the Town is receiving notices from the County and wanted to know if the Village was receiving them as well. Clerk Chiudina states that the Village has not received anything from the County regarding this but notes that the Village Police are also very diligent in ensuring that those on the street are wearing masks and businesses are following the executive orders. Mr. Lord mentions that there is E-Waste on Saturday January 9, 2021 from 10 AM to 2 PM at the Highway Garage at 10 Palmer Road and Deputy Mayor Piccini asks Clerk Chiudina to put that on our platforms.
9. Executive Session. Deputy Mayor Piccini motions to go into executive session for personnel matters, a decision may possibly be made after the session, Trustee Boissonnault 2nd, all in favor 4 to 0.
10. Deputy Mayor Piccini motions to come out of executive session, Trustee Boissonnault 2nd, all in favor 4 to 0. Deputy Mayor Piccini announces that no motions will be made regarding the personnel matters.
11. Deputy Mayor Piccini motions to adjourn the meeting, Trustee Bryde 2nd, all in favor 4 to 0.

1. <u>GENERAL INFORMATION</u>		
Report No:	11 of 2020	Date: 1/6/2021
Contract No:		
Facility Name: VOB / Wastewater Treatment Plant and Collection System		
2. <u>ENGINEERS STATUS OF PROJECT</u> (Narrative description of the Upgrade Project tasks (and subtasks) undertaken by the Engineer as set forth in the Engineers Contract and Scope of Work including:		
a. Activities completed this month (attach additional pages as needed)		
<ul style="list-style-type: none"> The average daily flows at the plant in October were 119,000. The average daily flows in November were 124,000. 		
<ul style="list-style-type: none"> Installation of a new Trane Unit Heater and smoke pipe was completed by Bill's Refrigeration. 		
<ul style="list-style-type: none"> A new hot water heater for eyewash stations was installed by Dennis Palmer Plumbing. 		
<ul style="list-style-type: none"> VRI installed new backwash cycle relays for the Traveling Bridge Sand Filters 1 & 3. 		
b. Status of activities in progress this month (attach additional pages as needed):		
<ul style="list-style-type: none"> Installation of Gas Heater #1 pending. 		
<ul style="list-style-type: none"> Repair siding on building by heater exhaust pipes. 		
<ul style="list-style-type: none"> Complete review of CIP system overhaul. 		
c. Activities scheduled (attach additional pages as needed):		
<ul style="list-style-type: none"> Install cutter blades on pumps at Putnam Avenue Pump Station. 		
<ul style="list-style-type: none"> Replace sand filter media in Traveling Bridge filters 1 & 3. 		
<ul style="list-style-type: none"> Complete investigation of alternative alarm phone line communications from lift stations. 		

1. <u>GENERAL INFORMATION</u>		
Report No:	12 of 2020	Date: 1/6/2021
Contract No:		
Facility Name: VOB / Wastewater Treatment Plant and Collection System		
2. <u>ENGINEERS STATUS OF PROJECT</u> (Narrative description of the Upgrade Project tasks (and subtasks) undertaken by the Engineer as set forth in the Engineers Contract and Scope of Work including:		
a. Activities completed this month (attach additional pages as needed)		
<ul style="list-style-type: none"> The average daily flows at the plant in December were 129,000. 		
<ul style="list-style-type: none"> Bill's Refrigeration completed plumbing and exhaust work on Gas Heater #1. 		
<ul style="list-style-type: none"> Jetting of sewer mains at Marvin and Wilkes completed. 		
<ul style="list-style-type: none"> Cleaning of manhole laterals and wet wells throughout the system. 		
<ul style="list-style-type: none"> Pump #1 at North Main Street lift station was pulled and cleared. 		
b. Status of activities in progress this month (attach additional pages as needed):		
<ul style="list-style-type: none"> Final electrical connections to Gas Heater #1. 		
<ul style="list-style-type: none"> Review of Fenton Welding proposal to repair the seals on the RBC bearings. (Proposal attached) 		
<ul style="list-style-type: none"> Investigate discharge from laundromat on North Main Street. Clothing items are entering the wet well affecting pump performance. 		
c. Activities scheduled (attach additional pages as needed):		
<ul style="list-style-type: none"> Repair siding on building by heater exhaust pipes. 		
<ul style="list-style-type: none"> Complete investigation of alternative alarm phone line communications from lift stations. 		
<ul style="list-style-type: none"> Replace seals on shaft bearings of RBC #2 and RBC #1. 		



CONSTRUCTION PROPOSAL

Fenton Welding, LLC | 41166 RT. 6 | WYALUSING, PA 18853

Office: 570.746.9018 | Fax: 570.746.2177 | Mobile: 570.250.5943 | Scott@fentonwelding.com

ATTENTION

Dan Whiteley

COMPANY

VRI

DATE

3-Dec-2020

PROJECT

Village of Brewster
RBC bearing seal
replacements

PREPARED BY:

Scott Merritt
Operations Manager

PROJECT DESCRIPTION

replace the seals on the RBC bearings

SCOPE OF WORK

split the doge bearing , jack up the rbc out of its housing and replace the seals
. Reset the rbc back in its housing , replace the housing cap and pack full of
grease .

THIS PROPOSAL INCLUDES THE CONDITIONS

NOTED:

Materials and equipment to complete the project . We will inspect the bearing
during the process of changing the seals. This proposal does not cover a new
bearing if one is needed, purchasing and replacing a bearing will be an
additional cost. We will be using a split unit seal so internal bearing parts and
drive units should not have to be removed or taken apart . This proposal is for
one full rbc (seals for both the drive side bearing and the non drive side
bearing)

TOTAL PRICE FOR THIS PROPOSAL

\$8,950

Terms: Net 30 days from delivery date are subject to credit approval. A
2% per month charge will be added to all account balances over 30 days.

Thank you for your confidence in Fenton Welding, LLC. We look forward to
working with you on this project. If you have any questions, additional
information, or required changes to this project please do not hesitate to
contact us.

Sincerely,

Scott Merritt
Operations Manager

Sign Here to Accept Quote:

Authorized Rep

Date

**VILLAGE OF BREWSTER
MONTHLY PROGRESS REPORT**

1. <u>GENERAL INFORMATION</u>		
Report No: 11 of 2020	Date: 1/6/2021	Contract No:
Facility Name: VOB / PLANNING BOARD REVIEW AND CONSULTATION		

2. <u>ENGINEERS STATUS OF PROJECT</u> (Narrative description of the Upgrade Project tasks (and subtasks) undertaken by the Engineer as set forth in the Engineer's Contract and Scope of Work including:	
a.	Projects reviewed this month (attach additional pages as needed)
	<ul style="list-style-type: none"> • 85 Main Street - .75 hours
b.	Status of Planning Board projects (attach additional pages as needed):
	<ul style="list-style-type: none"> • 538 North Main Street – Construction Ongoing/Amendment Approved
	<ul style="list-style-type: none"> • 79 Main Street Resolution Requirements; Inspections
	<ul style="list-style-type: none"> • 530 North Main Street – Ongoing Inspections
c.	Activities scheduled (attach additional pages as needed):
	<ul style="list-style-type: none"> • Continue plan review and meetings for B.O.S. Land Development
	<ul style="list-style-type: none"> • Perform site inspection at 538 North Main Street, when needed
	<ul style="list-style-type: none"> • 530 North Main Street, Ongoing Inspections
	<ul style="list-style-type: none"> • Perform site inspection at 79 Main Street, when needed

**VILLAGE OF BREWSTER
MONTHLY PROGRESS REPORT**

1. <u>GENERAL INFORMATION</u>		
Report No: 12 of 2020	Date: 1/6/2021	Contract No:
Facility Name: VOB / PLANNING BOARD REVIEW AND CONSULTATION		

2. <u>ENGINEERS STATUS OF PROJECT</u> (Narrative description of the Upgrade Project tasks (and subtasks) undertaken by the Engineer as set forth in the Engineer's Contract and Scope of Work including:	
a.	Projects reviewed this month (attach additional pages as needed)
	<ul style="list-style-type: none"> • There were no projects reviewed or inspected in December.
b.	Status of Planning Board projects (attach additional pages as needed):
	<ul style="list-style-type: none"> • 538 North Main Street – Construction Ongoing/Amendment Approved • 79 Main Street Resolution Requirements; Inspections • 530 North Main Street – Ongoing Inspections
c.	Activities scheduled (attach additional pages as needed):
	<ul style="list-style-type: none"> • Continuc plan review and meetings for B.O.S. Land Development • Perform site inspection at 538 North Main Street, when needed • 530 North Main Street, Ongoing Inspections • Perform site inspection at 79 Main Street, when needed

**VILLAGE OF BREWSTER
MONTHLY PROGRESS REPORT**

1. GENERAL INFORMATION		
Report No: 11 of 2020	Date: 1/6/2021	Contract No:
Facility Name: VOB / EPA Stormwater Phase II Regulations		

2. ENGINEERS STATUS OF PROJECT (Narrative description of the Upgrade Project tasks (and subtasks) undertaken by the Engineer as set forth in the Engineer's Contract and Scope of Work including :	
a.	Activities completed this month (attach additional pages as needed):
	<ul style="list-style-type: none"> • Maintain monthly stormwater maintenance/good housekeeping reports quantifying the number of pounds of litter and the amount of sand cleaned up throughout the Village.
b.	Status of activities in progress this month (attach additional pages as needed):
	<ul style="list-style-type: none"> • Inspections of Tonetta and Wells Brook Stormwater Retrofit Ponds were performed on November 20, 2020. Engineer's inspection reports identifying cleanup and maintenance that is required are attached.
c.	Activities scheduled (attach additional pages as needed):
	<ul style="list-style-type: none"> • Perform dry weather inspections on Village outfalls. • Address comments, if any, from the NYSDEC on Annual Report.

Appendix G: Maintenance Inspection Checklists**Stormwater Pond/Wetland Operation, Maintenance and Management Inspection Checklist**

Project: TONETTA BROOK
Location: RAILROAD AVENUE, BREWSTER, NEW YORK
Site Status:

Date: NOVEMBER 20, 2020
Time: 3:00 PM

Inspector: UDAY JINABHAI

Maintenance Item	Satisfactory/ Unsatisfactory	Comments
1. Embankment and emergency spillway (Annual, After Major Storms)		
1. Vegetation and ground cover adequate	SATISFACTORY	
2. Embankment erosion	SATISFACTORY	
3. Animal burrows	SATISFACTORY	
4. Unauthorized planting	SATISFACTORY	
5. Cracking, bulging, or sliding of dam		
a. Upstream face	SATISFACTORY	
b. Downstream face	SATISFACTORY	
c. At or beyond toe		
downstream	SATISFACTORY	
upstream	SATISFACTORY	
d. Emergency spillway	SATISFACTORY	
6. Pond, toe & chimney drains clear and functioning	SATISFACTORY	
7. Seeps/leaks on downstream face	SATISFACTORY	
8. Slope protection or riprap failure	SATISFACTORY	
9. Vertical/horizontal alignment of top of dam "As-Built"	SATISFACTORY	

Maintenance Item	Satisfactory/ Unsatisfactory	Comments
10. Emergency spillway clear of obstructions and debris	SATISFACTORY	
11. Other (specify)		
2. Riser and principal spillway (Annual)		
Type: Reinforced concrete <u> X </u> Corrugated pipe <u> </u> Masonry <u> </u>		
1. Low flow orifice obstructed	SATISFACTORY	
2. Low flow trash rack. a. Debris removal necessary	UNSATISFACTORY	DEBRIS REMOVAL NECESSARY
b. Corrosion control	SATISFACTORY	
3. Weir trash rack maintenance a. Debris removal necessary	N/A	
b. corrosion control		
4. Excessive sediment accumulation insider riser	SATISFACTORY	
5. Concrete/masonry condition riser and barrels a. cracks or displacement	SATISFACTORY	
b. Minor spalling (<1")	SATISFACTORY	
c. Major spalling (rebars exposed)	SATISFACTORY	
d. Joint failures	SATISFACTORY	
e. Water tightness	SATISFACTORY	
6. Metal pipe condition	N/A	
7. Control valve a. Operational/exercised	N/A	
b. Chained and locked		
8. Pond drain valve a. Operational/exercised	N/A	
b. Chained and locked		
9. Outfall channels functioning	SATISFACTORY	
10. Other (specify)		

Maintenance Item	Satisfactory/ Unsatisfactory	Comments
3. Permanent Pool (Wet Ponds) (monthly)		
1. Undesirable vegetative growth	SATISFACTORY	
2. Floating or floatable debris removal required	SATISFACTORY	
3. Visible pollution	SATISFACTORY	
4. Shoreline problem	SATISFACTORY	
5. Other (specify)		
4. Sediment Forebays		
1. Sedimentation noted	SATISFACTORY	
2. Sediment cleanout when depth < 50% design depth	SATISFACTORY	
5. Dry Pond Areas		
1. Vegetation adequate	N/A	
2. Undesirable vegetative growth		
3. Undesirable woody vegetation		
4. Low flow channels clear of obstructions		
5. Standing water or wet spots		
6. Sediment and / or trash accumulation		
7. Other (specify)		
6. Condition of Outfalls (Annual , After Major Storms)		
1. Riprap failures	SATISFACTORY	
2. Slope erosion	SATISFACTORY	
3. Storm drain pipes	SATISFACTORY	
4. Endwalls / Headwalls	SATISFACTORY	
5. Other (specify)		
7. Other (Monthly)		
1. Encroachment on pond, wetland or easement area	SATISFACTORY	

Maintenance Item	Satisfactory/ Unsatisfactory	Comments
2. Complaints from residents	SATISFACTORY	
3. Aesthetics		
a. Grass growing required	SATISFACTORY	
b. Graffiti removal needed	SATISFACTORY	
c. Other (specify)		
4. Conditions of maintenance access routes.	UNSATISFACTORY	RUTTING / PONDING
5. Signs of hydrocarbon build-up	SATISFACTORY	
6. Any public hazards (specify)	SATISFACTORY	
8. Wetland Vegetation (Annual)		
1. Vegetation healthy and growing Wetland maintaining 50% surface area coverage of wetland plants after the second growing season. (If unsatisfactory, reinforcement plantings needed)	SATISFACTORY	
2. Dominant wetland plants: Survival of desired wetland plant species Distribution according to landscaping plan?	SATISFACTORY	
3. Evidence of invasive species	SATISFACTORY	
4. Maintenance of adequate water depths for desired wetland plant species	SATISFACTORY	
5. Harvesting of emergent plantings needed	SATISFACTORY	
6. Have sediment accumulations reduced pool volume significantly or are plants "choked" with sediment	SATISFACTORY	
7. Eutrophication level of the wetland.	SATISFACTORY	
8. Other (specify)		

Comments:

Actions to be Taken:

CLEAN TRASH RACK
REPAIR ACCESS ROUTE
REPAIR FENCE RAILING
REMOVE GRAFFITI FROM CONCRETE OUTLET STRUCTURE

Appendix G: Maintenance Inspection Checklists**Stormwater Pond/Wetland Operation, Maintenance and Management Inspection Checklist**

Project: WELLS BROOK
Location: MARVIN AVENUE, BREWSTER, NEW YORK
Site Status: _____
Date: NOVEMBER 20, 2020
Time: 1:45 PM
Inspector: UDAY JINABHAI

Maintenance Item	Satisfactory/ Unsatisfactory	Comments
1. Embankment and emergency spillway (Annual, After Major Storms)		
1. Vegetation and ground cover adequate	SATISFACTORY	
2. Embankment erosion	SATISFACTORY	
3. Animal burrows	SATISFACTORY	
4. Unauthorized planting	SATISFACTORY	
5. Cracking, bulging, or sliding of dam		
a. Upstream face	SATISFACTORY	
b. Downstream face	SATISFACTORY	
c. At or beyond toe		
downstream	SATISFACTORY	
upstream	SATISFACTORY	
d. Emergency spillway	SATISFACTORY	
6. Pond, toe & chimney drains clear and functioning	SATISFACTORY	
7. Seeps/leaks on downstream face	SATISFACTORY	
8. Slope protection or riprap failure	SATISFACTORY	
9. Vertical/horizontal alignment of top of dam "As-Built"	SATISFACTORY	

Maintenance Item	Satisfactory/ Unsatisfactory	Comments
10. Emergency spillway clear of obstructions and debris	SATISFACTORY	
11. Other (specify)		
2. Riser and principal spillway (Annual)		
Type: Reinforced concrete <u> X </u>		
Corrugated pipe <u> </u>		
Masonry <u> </u>		
1. Low flow orifice obstructed	SATISFACTORY	
2. Low flow trash rack.		
a. Debris removal necessary	UNSATISFACTORY	DEBRIS REMOVAL NECESSARY
b. Corrosion control	SATISFACTORY	
3. Weir trash rack maintenance	N/A	
a. Debris removal necessary		
b. corrosion control		
4. Excessive sediment accumulation insider riser	SATISFACTORY	
5. Concrete/masonry condition riser and barrels		
a. cracks or displacement	SATISFACTORY	
b. Minor spalling (<1")	SATISFACTORY	
c. Major spalling (rebars exposed)	SATISFACTORY	
d. Joint failures	SATISFACTORY	
e. Water tightness	SATISFACTORY	
6. Metal pipe condition	N/A	
7. Control valve	N/A	
a. Operational/exercised		
b. Chained and locked		
8. Pond drain valve	N/A	
a. Operational/exercised		
b. Chained and locked		
9. Outfall channels functioning	SATISFACTORY	
10. Other (specify)		

Maintenance Item	Satisfactory/ Unsatisfactory	Comments
3. Permanent Pool (Wet Ponds) (monthly)		
1. Undesirable vegetative growth	SATISFACTORY	
2. Floating or floatable debris removal required	SATISFACTORY	
3. Visible pollution	SATISFACTORY	
4. Shoreline problem	SATISFACTORY	
5. Other (specify)		
4. Sediment Forebays		
1. Sedimentation noted	SATISFACTORY	
2. Sediment cleanout when depth < 50% design depth	SATISFACTORY	
5. Dry Pond Areas		
1. Vegetation adequate	N/A	
2. Undesirable vegetative growth		
3. Undesirable woody vegetation		
4. Low flow channels clear of obstructions		
5. Standing water or wet spots		
6. Sediment and / or trash accumulation		
7. Other (specify)		
6. Condition of Outfalls (Annual , After Major Storms)		
1. Riprap failures	SATISFACTORY	
2. Slope erosion	SATISFACTORY	
3. Storm drain pipes	SATISFACTORY	
4. Endwalls / Headwalls	SATISFACTORY	
5. Other (specify)		
7. Other (Monthly)		
1. Encroachment on pond, wetland or easement area	SATISFACTORY	

Maintenance Item	Satisfactory/ Unsatisfactory	Comments
2. Complaints from residents	SATISFACTORY	
3. Aesthetics		
a. Grass growing required	SATISFACTORY	
b. Graffiti removal needed	SATISFACTORY	
c. Other (specify)		
4. Conditions of maintenance access routes.	SATISFACTORY	
5. Signs of hydrocarbon build-up	SATISFACTORY	
6. Any public hazards (specify)	SATISFACTORY	
8. Wetland Vegetation (Annual)		
1. Vegetation healthy and growing Wetland maintaining 50% surface area coverage of wetland plants after the second growing season. (If unsatisfactory, reinforcement plantings needed)	SATISFACTORY	
2. Dominant wetland plants: Survival of desired wetland plant species Distribution according to landscaping plan?	SATISFACTORY	
3. Evidence of invasive species	SATISFACTORY	
4. Maintenance of adequate water depths for desired wetland plant species	SATISFACTORY	
5. Harvesting of emergent plantings needed	SATISFACTORY	
6. Have sediment accumulations reduced pool volume significantly or are plants "choked" with sediment	SATISFACTORY	
7. Eutrophication level of the wetland.	SATISFACTORY	
8. Other (specify)		

Comments:

Actions to be Taken:

CLEAN TRASH RACK
REPAIR FENCE POST & RAILING

**VILLAGE OF BREWSTER
MONTHLY PROGRESS REPORT**

1. <u>GENERAL INFORMATION</u>		
Report No: 12 of 2020	Date: 1/6/2021	Contract No:
Facility Name: VOB / EPA Stormwater Phase II Regulations		

2.	<u>ENGINEERS STATUS OF PROJECT</u> (Narrative description of the Upgrade Project tasks (and subtasks) undertaken by the Engineer as set forth in the Engineer's Contract and Scope of Work including :
a.	Activities completed this month (attach additional pages as needed):
	<ul style="list-style-type: none"> • Maintain monthly stormwater maintenance/good housekeeping reports quantifying the number of pounds of litter and the amount of sand cleaned up throughout the Village.
b.	Status of activities in progress this month (attach additional pages as needed):
c.	Activities scheduled (attach additional pages as needed):
	<ul style="list-style-type: none"> • Perform dry weather inspections on Village outfalls. • Address comments, if any, from the NYSDEC on Annual Report.

Village of Brewster, NY
Planning Board Report, 2020
January 6, 2021

Rick Lowell, chairman

Greg Folchetti, attorney- Costello & Folchetti

Janet Ward, vice chairman

Todd Atkinson, PE- J.R. Folchetti & Assoc.

David Kulo

Cathy Chiudina, secretary

Katy New

Marti Foster

Planning Board Meeting Combined Reports

Meeting date(s): Nov. 17, 2020, 7:30PM.

Dec. 15, 2020.

All meetings conducted via Zoom.

In Attendance: R. Lowell, J. Ward, D. Kulo, M. Foster

The board reviewed a set of drawings submitted by V&R Route 22, LLC, the owner of 861 Route 22, identified on the tax map as 67.36-2-4. It plans to seek a Special Exception Use Permit from the Board of Trustees of the Village of Brewster to convert office space to apartments on the second and third floors above a commercial space on the ground floor, currently a food market. This is a B-2 zone which does not allow residential use.

The board discussed the conceptual plan submitted and considered factors such as parking, open space, desirability of 24 hour activity, ie: residential, in the zone and determined to send a Resolution of positive recommendation in favor of the proposed Special Exception Use Permit to the Trustees. The Planning Board adopted said Resolution with an effective date of November 17, 2020.

December 15, 2020: As no business was pending, no meeting was held on this date.

Respectfully submitted,

Rick Lowell, chairman